

Mayor and Council
Meeting Minutes
Tuesday, February 11, 2003, 7:00 p.m.

Pledge

Roll Call:

Major Jones, Mr. Harrington, Mr. Smith, Mr. Stull, Mr. Castle, Mr. Bell
Mrs. Greenfield - Sick

Mayor:

Sidewalk on Souder Road - Cost for 4000 linear feet of sidewalk at \$4.00 per square foot is \$64,000. Cost for 4000 linear feet of curb & gutter at \$15.00 per linear feet is \$60,000. An estimated total cost of \$124,000. If funds are available, the State will fund not more than 50%, which leaves the City with a cost of \$62,000. Therefore, the project may not be within reach when all of the other budgetary needs are considered.

Highway User Revenues - \$33,000 in added revenue over budgeted amount will be received for 2003, however, 2004 will see a reduction to \$199,000.

Approval of minutes - January 14, 2003 & January 28, 2003

Motion by Smith

Second by Stull

Approved, Vote 5-0

Commissioner Mike Cady - Promised to visit municipalities three times a year. Develop a dialogue and bring answers to many questions that arise. Believes communities that have APFOs should not be penalized. Money should be set aside for such areas.

Mayor - Details problems with APFO. It becomes a disincentive.

Cady - Best time to forward funds schools. Schools should be priority. Two year requirement of schools is unreasonable.

Smith - BOE should think ahead. Allow high school to begin at 8th grade because of added space with the opening of new schools.

Mayor - Brunswick Middle School is 2nd most crowded in County. It should be receiving consideration.

Cady - The list of improvements as detailed by County need to go to State for approval.

Staff Reports - Darrell Droneburg

Sewer Camera has demonstrated its benefit

Progress on Brunswick Street continuing. Cold weather forced some slowing.

Sidewalk contractors were in town today.

Moler's sidewalk completed.

Smith - Questions frozen water line.

Darrell - Line was only 18" in ground. Repaired, insulated, and place deeper.

Water/Waste Water Report - Darrell
Finished water daily average was 398,000 gallons
Sludge processed 57 tons.

Geri - Valentine's Day dance great success Saturday night.
Veteran's Day Parade next meeting, March 13, 2003, 7:00 p.m.
Railroad Days October 5 & 6
Big Sweep coming in March.
Boater's safety course upcoming.

Chief Price -
January statistics reveal 415 calls for service.
No violent crimes, overtime is down.
Homeland security: Daily contact with Maryland State Police and weekly phone calls from FBI.
Threat is against soft targets. CSX cooperation has been poor, lack security in yard.
Homeland Security Ford Explorer has been received through federal grant.

Smith - Points out Virginia received \$3 million for Homeland Security.

Chief - Most money to first responders, i.e., Fire Department.

Planning - Rick Stup (First meeting)
Started sooner to handle the many issues.
February P&Z meeting scheduled
8 zoning certificates issued since January 1.
Zoning Certificates revised to flag conditions, date stamps being utilized, new P&Z agendas format.
MDE storm water new compliance has been addressed.
NPDES phase II requirements being addressed. City was exempted from Phase I.
Frederick County Planning support ceased two years ago.
16 West B St, Tommy Sigler, problem with storm water issue being addressed.
Dave Dunn - Channel 99, Community Bulletin Board is operational, policy being formulated.
Most municipalities allow all non-profit organizations.
Beginning the process of new web site.

Committee Reports

Bell - Skid Loader will be awarded later

Castle -

Community Pride Month coming with bulk pickup.
Harry Lashley will be joining the EDC.

Stull -
Interviews for Campground Caretaker will occur with three applicants.

Smith - The reported \$805,000 deficit in sewer fund was incorrect. It is an aggregate amount over several years. Our fund balances are fine.

Harrington - Thank Public Works for great job with snow removal this winter.

Citizens Forum

Kim Cable - City should contribute to Habitat for Humanity project.
Galyn Manor is guaranteed 300 water & sewer taps but need less. Suggest that HD Investments donate one of their taps to the project.

Jennifer Jones, East B St. - Snow removal was poor. Fire hydrant is bagged. Street in general poor shape.

Mayor - After the report area of East B St. was surveyed. Information is that street was plowed. East B St. scheduled for repaving.

Darrell - Hydrant on East B St was repaired today.

Bell - Bid Opening at 6:00 p.m. Low bidder DW OGG \$ 48, 499
Motion Bell to award to DW OGG
2nd - Smith
Vote to award 5 - 0, approved

Campground Rates - Stull
New rates have been increased over last year. Survey was completed from area campgrounds and advise from camping experts. No seasonal camping allowed.
Motion - Stull
2nd - Smith
Vote 5 - 0

New brochure has been distributed.. Insert will contain rates and rules. \$156 for 2000 copies.
Motion - Stull to accept
2nd - Smith
Vote 5 - 0, approved
United Habitat Build - Larry Snody
Biser contribution of tap is appealing.

Mayor - Checked with area jurisdictions regarding contributions from Enterprise Fund.

Contribution was made in 1997 of \$400 per house to Interfaith Housing.
With same yield contribution would only be \$358.
Option is waive \$1,142 in labor costs for water and sewer.

Bell - Agrees with \$1,142 option

Castle - Agrees with \$1,142 option
All unused taps from Biser must return to City per agreement.

Stull - Agrees with \$1,142 option

Smith - Agrees with \$1,142 option, except if sewer takes 3 days for 181 feet away the costs rise.
Extension of main is project's responsibility, not City. Costs for City labor must come from General Fund.

Darrell - One day work for sewer.

Harrington - Agrees with \$1,142 option

Mayor - Responsibility to look at Enterprise Fund which has deficit.

Motion to contribute \$1,142 for labor costs - Bell

2nd - Smith

Vote 5 - 0, approved

Main Street application - Castle

Many letters of support have been received and money pledged.

Lawn Care Contract - Bell

2002 contract with Lawn Sharks. Good job in 2002. Request extension for 2003.

\$27,930 costs for 2003, which is same as last year without prorated amount for April 2002.

\$2,824 costs with mulching in identified areas.

Motion to award contract of \$27,930 - Bell

2nd - Castle

Vote 5 - 0, approved.

Bell - Mulch costs may be absorbed by Public Works man-hours saved by new waste contract.

Darrell Droneburg - Mulch work could be absorbed by Public Works.

Smith - Believes mulch should be done by contractor, better job.

Stull - Mulch should be done by contractor.

Bell - Special mulch needed

Motion by Smith for mulch of \$2,824 to be completed by contractor.

2nd - Stull

Vote 5 - 0, approved

Mayor - Oath of Office - Harry Lashley, EDC

Water & Sewer Taps - Darrell Droneburg

110 West D Street (Lot #4), 106 West D Street (Lot #6)

Motion to accept Stull

2nd - Castle

Vote 4 - 0, approved

Bell did not vote, left for emergency

Geri - Trick & Treat Friday, 10/31/03

Motion Stull

2nd Castle

Vote 4 - 0

Chief - Traffic Control Request - Handicap Parking, 301 West B St.

Motion Smith

2nd Castle

Vote 4 - 0

Charitable Contribution Requests -

Brunswick Railroaders Little League - \$500

Smith - City already contributes in-kind services to league. Has never asked for donation.

Motion Smith to defer so Mr. Castle can contact Little League

2nd Stull

Vote 4 - 0, approved

Blue Ridge Express Running Club - \$200 - Geri Reynolds

Motion Castle to donate

2nd - Smith

Abstain Stull

Vote 3 - 0, approved

Motion to adjourn Stull, 9:00 p.m.

Approved By: _____ Date: _____ Witness: _____
Mayor City Administrator Date